Suggested Supplies Checklist for Pediatric and Adult Immunization Clinic

	Vaccines*	Vaccine Information Statements (VISs)*
	☐ Diphtheria, tetanus, and pertussis (DTaP)	□ DTaP □ Polio
	☐ DTaP-HepB-IPV (Pediarix [™])	☐ Hepatitis A ☐ PCV
	☐ DTaP-Hib (Trihibit®)	☐ Hepatitis B ☐ PPV
	☐ Haemophilus influenzae type b (Hib)	☐ HPV ☐ Rotavirus
	☐ Hepatitis A	☐ Hib ☐ Td
	☐ Hepatitis B	☐ Influenza (TIV) ☐ Tdap
	☐ Hep B-Hib (Comvax [™])	☐ Influenza (LAIV) ☐ Varicella
	☐ Hep A-Hep B (Twinrix®)	☐ MMR ☐ Zoster (shingles)
	☐ Human papillomavirus (HPV)	☐ Meningococcal
	☐ Influenza, trivalent injectable (TIV) (in season)	gg
	☐ Measles, mumps, rubella (MMR) and diluent	Clinic Charts
	☐ Meningococcal and diluent	☐ Immunization clinic standing orders and protocols
	☐ Pneumococcal conjugate (PCV)	☐ Vaccination administration records (medical charts)
	☐ Pneumococcal polysaccharide (PPV)	☐ Billing forms
	☐ Polio, inactivated (IPV)	☐ "Screening Questionnaire for Childhood Immunization"**
	□ Rotavirus	☐ "Screening Questionnaire for Adult Immunization"**
		☐ "Summary of Recommendations for Childhood and
	☐ Tetanus-diphtheria, adult (Td)	Adolescent Immunization"**
$\overline{}$	Tetanus, diphtheria, and pertussis (Tdap)	☐ "Summary of Recommendations for Adult
	☐ Influenza, live attenuated intranasal (LAIV) (in season)	Immunization"**
<u> </u>	☐ Measles, mumps, rubella, varicella (MMRV) and diluent	☐ Immunization record cards for patients
Fro	☐ Varicella and diluent	☐ Release of information forms
	Zoster (shingles) and diluent	☐ Notification of vaccination letter (to send to primary clinic)
	Note: do not place diluent in container with dry ice.	☐ Vaccine Adverse Events Reporting (VAERS) forms
For instructions on how to pack and transport vaccines, go to www.immunize.org/catg.d/p3049.pdf		☐ List of clinics, phone #s, and other referral sources
10	www.manautze.org.earg.earp5047.pag	☐ This "Suggested Supplies Checklist for Pediatric &Adult
	Emergency Kit*	Immunization Clinic"**
		☐ Schedules with dates for future clinics
	☐ Standing orders for medical emergencies	
	☐ Aqueous epinephrine USP (1:1000), in ampules, vials	Vaccine Supplies*
	of solution, or prefilled syringes (including Epi-Pens)	☐ 2 "Sharps" disposal containers
	☐ Diphenhydramine (Benadryl) injectable (50 mg/mL solution) and oral in 25 or 50 mg tablets	☐ 1 box of 3 cc syringes
		☐ 22–25g needles
	□ 1–3 cc syringes with 1", 1½", and 2" needles for epinephrine or Benadryl	\square 5/8"; \square 1"; \square 1½"; \square 2"
	☐ Pediatric and adult airways (small, medium, large)	☐ 1 box of latex gloves
	☐ Sphygmomanometer (child, adult & extra-large cuffs)	☐ Alcohol wipes
	and stethoscope	☐ Spot bandaids ☐ Rectangular bandaids
	☐ Pediatric & adult size pocket masks with one-way valve	☐ 1" gauze pads or cotton balls
	☐ Cell phone or access to an on-site phone	☐ Thermometers
	☐ Flashlight & extra batteries (for examination of mouth & throat)	☐ Probe covers for thermometer
	☐ Wrist watch ☐ Alcohol swabs	☐ Certified calibrated thermometer for vaccine cooler
	☐ Tourniquet ☐ Tongue depressors	☐ One cloth towel
	a fourmquet a fongue depressors	
		☐ Paper towels ☐ Rheach solution in approx bottle
	Miscellaneous Office Supplies	☐ Bleach solution in spray bottle
	☐ Calendar ☐ Stapler/staples	* Always check the expiration dates of all vaccines, medications,
	Pens, black and red Rubber bands	and medical supplies before using! In addition, be sure to check
	☐ Files ☐ Tape	that you have the most current versions of the VISs. To learn
	☐ Scissors ☐ Paper clips	more about VISs, visit www.immunize.org/vis.
	☐ Pad of paper	**These materials are available at www.immunize.org

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www.immunize.org/catg.d/p3046chk.pdf • Item #P3046 (10/06)